

IDAHO BOARD OF DRINKING WATER & WASTEWATER PROFESSIONALS
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 5/1/2019

BOARD MEMBERS PRESENT: Dr. Joan M Cloonan - Chair
Brad D Andersen
Daniel J Messier
Michael W Shepherd
Paul D Sifford
Barry N Burnell

BOARD MEMBERS ABSENT: Michael S Parker

BUREAU STAFF: Kelley Packer, Bureau Chief
Dawn Hall, Deputy Bureau Chief
Julie Eavenson, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Nicholas Krema, General Counsel
Rob McQuade, Legal Counsel
Dicsie Gullick, Management Assistant

OTHERS PRESENT: Shelley Roberts, Idaho Rural Water Association

The meeting was called to order at 8:32 AM MDT by Dr. Joan M Cloonan.

INTRODUCTIONS

Mr. Krema introduced himself to the Board.

APPROVAL OF MINUTES

Mr. Shepherd made a motion to approve the minutes of February 6, 2019. It was seconded by Mr. Sifford. Motion carried.

LEGISLATIVE REPORT

Ms. Packer presented a legislative update. She explained the changes which will be made to the Board's applications and website for applicants who are active duty military, veterans, and their spouses as a result of H248 being signed into law. She updated the Board on the status of its administrative rules and the procedure by which those will remain in effect after June 30.

PROPOSED LAWS AND RULES

Mr. McQuade updated the Board on the Red Tape Reduction Act and the Bureau's process to review each Board's rules over the next two years.

Mr. McQuade also reviewed the Board's rules with recommendations for some rules not to be reauthorized. Mr. Andersen made a motion to authorize the Bureau of Occupational Licenses to reauthorize IDAPA 24.05.01, the rules of the Board of Drinking Water and Wastewater Professionals, to renew all rules except sections 010.01, 010.02, 010.12, 010.13, 010.14, and 010.16. It was seconded by Mr. Shepherd. Motion carried.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$343,988.32 as of March 31, 2019.

BOARD VACANCIES

Ms. Eavenson discussed with the Board upcoming Board vacancies and how to apply for different Board positions in Idaho.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

RECONSIDERATION OF BOARD DECISIONS

Mr. Crema discussed with the Board the process for requests for reconsideration. Mr. Messier made a motion to authorize the Board chair, or a Board member they designate, to review requests for reconsideration and determine if a Board meeting is necessary. It was seconded by Mr. Sifford. Motion carried.

OLD BUSINESS

The Board reviewed the To Do List and no action was taken.

NEW BUSINESS

NEXT MEETING was scheduled for August 7, 2019 and 8:30 AM MDT.

WATER/WASTEWATER APPRENTICESHIP PROGRAM

Ms. Roberts updated the Board regarding the Idaho Rural Water Association Apprenticeship program.

Dr. Cloonan discussed the Workforce Development Council and asked that the item be taken off the To Do List.

APPLICATION DRAFT REVIEW

The Board reviewed a draft of the Apprenticeship Program Application. After discussion, Mr. Shepherd made a motion to approve the application as amended. It was seconded by Mr. Sifford. Motion carried.

PRESENTATION BY VICE-CHAIR

Mr. Shepherd presented Dr. Cloonan and Mr. Andersen with plaques, thanking them for their service on the Board.

WEBSITE UPDATE REVIEW

The Board reviewed drafts of the website to be updated. Mr. Messier made a motion to approve the changes to the “Applying for Licensure” page as presented. It was seconded by Mr. Shepherd. Motion carried.

Mr. Messier made a motion to approve the changes to the “Examinations” page with amendments. It was seconded by Mr. Sifford. Motion carried.

APPLICATION DRAFT REVIEW

The Board reviewed drafts of several applications. Mr. Andersen made a motion to approve the changes. It was seconded by Mr. Sifford. Motion carried.

DISCUSSION REGARDING CONTACT FOR LEGISLATIVE ISSUES

Mr. Burnell made a motion to appoint the Board chair, or a Board member the Board chair appoints, as the contact for legislative issues. It was seconded by Mr. Andersen. Motion carried.

DISCUSSION REGARDING BOARD BUDGET

The Board discussed the Fiscal Year 2021 Budget Request Form.

DISCUSSION REGARDING CUMULATIVE TEST RESULTS

The Board discussed the cost for the cumulative test results. Mr. Messier made a motion to order the cumulative test results for 2017 and 2018; to have them posted to the website; and to have the expense added to the budget request form. It was seconded by Mr. Sifford. Motion carried.

APPLICATION REVIEW PROCESS

The Board discussed the application review process for several different types of applications. Mr. Burnell made a motion to authorize two Board members to review and approve applications that are related to Idaho Code § 67-2620 between Board meetings. It was seconded by Mr. Shepherd. Motion carried.

EXECUTIVE SESSION

Mr. Shepherd made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Mr. Sifford. The vote was: Mr. Shepherd, aye; Mr. Sifford, aye; Mr. Burnell, aye; Mr. Andersen, aye; Mr. Messier, aye; and Dr. Cloonan, aye. Motion carried.

Mr. Shepherd made a motion to come out of executive session. It was seconded by Mr. Messier. The vote was: Mr. Shepherd, aye; Mr. Sifford, aye; Mr. Burnell, aye; Mr. Andersen, aye; Mr. Messier, aye; and Dr. Cloonan, aye. Motion carried.

APPLICATION REVIEW PROCESS

Mr. Andersen made a motion to authorize the Board chair, or a Board member they designate, along with one other Board member to review and approve endorsement applications between Board meetings. It was seconded by Mr. Shepherd. Motion carried.

DISCUSSION REGARDING CONTRACT LABOR AND HOURS

The Board discussed hours worked as a contractor and how those hours can be counted toward licensure experience for the purpose of meeting the qualifications for licensure. Discussion was tabled until the next Board meeting.

CORRESPONDENCE

The Board reviewed correspondence with Mr. Lee regarding employment addendums. The Board took no action.

The Board reviewed correspondence from Mr. Viall regarding continuing education in Idaho. Mr. Messier volunteered to write the response to Mr. Viall and have the Board chair review it.

EXECUTIVE SESSION

Mr. Shepherd made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Mr. Andersen. The vote was: Mr.

Shepherd, aye; Mr. Sifford, aye; Mr. Burnell, aye; Mr. Andersen, aye; Mr. Messier, aye; and Dr. Cloonan, aye. Motion carried.

Mr. Shepherd made a motion to come out of executive session. It was seconded by Mr. Messier. The vote was: Mr. Shepherd, aye; Mr. Sifford, aye; Mr. Burnell, aye; Mr. Andersen, aye; Mr. Messier, aye; and Dr. Cloonan, aye. Motion carried.

APPLICATIONS

Mr. Shepherd made a motion to approve the following for licensure:

MCLEAN CHASE JOSEPH	DWT4-23191
WILSON FAITH LOVETT	WWC4-23207
JONES PAMELA MARIE	BAT-23212
ROSE DANIEL RAY	BAT-23366
JOHNSON CHRISTOPHER	BAT-23273
KOEPNICK KYLE DEAN	BAT-23335
MOORE WILLIAM MICHAEL	BAT-23330
NORMAN JAY CLINTON	BAT-23348
YOCKEY TIMOTHY WAYNE	DWT1-23373
BIGGS ANDREW DARRELL	WWT1-23364
DALTON AARON RUSSELL	WWT1-23350
WATERS GATLAN WAYNE	WWT1-23324
PRITCHARD JON PATRICK	WWT1-23162
ORTIZ DAVID	WWC1-23186
HANSON ERIC ROSS	WWC1-23101
GORTON KALEB	WWT1-23174
FOUST STUART	WWC1-23205
CROMWELL CALIE JO	WWT1-23346
COUSEY JARED DAVID	WWT1-23199
BRESLIN SCOTT	WWT1-23327
MILLER MICAH C	DWD1-23318
LOBERTINI ALLISON	DWD1-23156
JONES CHARLES DEE	DWD1-23319
FOUST STUART	DWD1-23204

It was seconded by Mr. Sifford. Motion carried.

Mr. Shepherd made a motion to approve the following for examination:

901138569
901152702
901125226
901165924
901067239
901067239

901147744
901147930
901071211
901158002
901165950
901163869
901124397
901048807
901130419
901131024
901166006
901063975
901150932
901138428
901165143
901165143
901134096
901040221
901129489
901135599
901141611
901101708
901102062
901116715
901136143
901134734
901165790
901164133
901128312
901128312
901128312
901128312
901165425
901165824
901103445
901041818
901032567
901117613
901165481
901103449
901141265
901141265
901141265
901156266
901165789
901165668

901165668
901155969
901155969
901099392
901138345
901165719
901105857
901140916
901095305
901129591
901140396
901158008
901144192
901148703
901128102
901108264
901165923
901150576
901108335
901078360
901078360
901157650
901135426

It was seconded by Mr. Shepherd. Motion carried.

Mr. Shepherd made a motion to deny the following based on IDAPA 25.05.01
SECTION 340.02:

GUNDERSON JARED D

It was seconded by Mr. Sifford. Motion carried.

Mr. Shepherd made a motion to approve the following pending receipt of additional
information and review by a Board member:

901049739
901166843
901166843
901166622
901166744
901166741
901125721
901165549
901144332
901039721

901144392
901065793
901144392
901152219
901166086
901103481
901138454
901116874
901110292
901165982
901165825
901166029
901162476
901095305
901110408
901164861
901070229
901140144
901155884
901165549
901165924
901123365
901135554
901166086
901135598
901039399
901048152
901156022
901156022
901144221
901136665
901164861
901166008

It was seconded by Mr. Sifford. Motion carried.

Mr. Shepherd made a motion to approve the following for examination pending receipt of additional information:

901164861
901095305

And to approve the following for examination:

9011095305

It was seconded by Mr. Sifford. Motion carried. Mr. Messier was recused from discussion and voting.

Mr. Shepherd made a motion to approve the following for examination pending receipt of additional information:

901136143

And to approve the following for examination:

901155969

901155969

901128102

It was seconded by Mr. Andersen. Motion carried. Mr. Sifford was recused from discussion and voting.

ADJOURNMENT

Mr. Burnell made a motion to adjourn the meeting at 3:01 PM MDT. It was seconded by Mr. Andersen. Motion carried.

Dr. Joan M Cloonan, Chair

Brad D Andersen

Michael S Parker

Daniel J Messier

Michael W Shepherd

Paul D Sifford

Barry N Burnell

Kelley Packer, Bureau Chief